

Effective February 11, 2005 the Railroad Commission will implement Phase 1 of a new on-line and EDI filing system for production reports. This document outlines the changes made and provides new EDI file layouts.

### **New Filing Requirements:**

The new PR system will require several changes from the current reporting requirements.

1. Provide for new, more defined codes that replace Code 7 – Other - for oil and condensate:
  - a. **Code 71** – Operator change – used to adjust stock based on a gauge of the stock upon transfer of operator.
  - b. **Code 72** – Road oil – used to show stock disposed of via the use of road oil (requires a minor permit from the district office).
  - c. **Code 73** – Lease use – Liquid hydrocarbons used on the lease or another lease for drilling purposes and will not be recovered, example – drilling mud, lubrication of tubing, etc.
  - d. **Code 74** – Production lost to formation – Liquid hydrocarbons used on the lease for frac, hot oil, etc. and will not be recovered prior to plugging.
  - e. **Code 75** – Other – requires a detailed explanation. The EDI format provides for 50 characters.

2. The requirement to report separation-extraction loss for gas wells has been eliminated.

The filer no longer will calculate the separation-extraction loss based on condensate volumes and add that number into the gas formation production amount. Because this requirement has been removed the code 9 for condensate disposition has been eliminated. In place of this requirement, the commission will calculate the separation – extraction loss amount using the factor of 1.1. Any operator who wishes to utilize another factor may send a request to the Commission.

3. The requirement to report gas lift gas as injected or recovered has been eliminated.

The Gas Lift Gas Column has been removed from the new PR Form and reporting the production of gas lift gas that is injected or recovered is no longer required. (Note: formation production of gas that will be used for gas lift will still be shown with the gas lift gas disposition code 5).

4. Reporting production and/or movement on leases pending the assignment of a lease number/gas ID.

Production and/or movement on these properties will now require an RRC identifier to be used to aid in identifying the lease. This new identifying number should be the drilling permit number under which the drilling operations are being performed. If no drilling operations are performed (as in the case of a reclass or field transfer) then an API number must be used.

5. Reporting a “Lease Total” line for leases on multiple commingle permits.

If a lease is authorized to commingle on more than one commingle permit, OR is only partially commingled (where some wells are commingled and some are not) the filer must report the liquid hydrocarbon production and disposition volumes **for each permit** (and non-permitted volumes where necessary).

The “Lease Total” line is denoted by the filer. The liquid volumes reported on the Lease Total line must equal the sum of the comparable volumes reported for each permit. Report the **total oil and gas production** and **disposition** volumes for the lease on the Lease Total line; no gas volumes are reported by commingle permit.

The total of each column from the associated filings must equal the column total for the Lease Total line. If not, a discrepancy exists. (See [Multiple Commingle Permits](#) example at the end of the document.)

6. Corrected reports on commingled leases.

When filing a corrected report for a lease that has more than one commingle permit OR that is only partially commingled (part of the production is commingled and part is not) a corrected report is required on all commingle numbers associated with the lease. (See [Commingle Permits – Corrected](#) example at the end of the document.)

7. Reporting Scrubber Oil (Code 9 for oil leases).

The requirement to report scrubber oil (Code 9 for oil wells) has been eliminated.

### **Multiple filing options:**

The new PR system will provide the filer with three different ways to file production reports.

1. Hardcopy:

a. New Form PR.

The P-1 and P-2 forms have been combined into one form. Oil leases and gas wells may be reported on the same piece of paper therefore the requirement for blue paper for gas wells is no longer a requirement.

b. Signatures.

All hardcopy reports must have a signature on each page. This is a change from the current system where only the last page must be signed.

2. EDI:

a. Capability to file Lates and Correcteds via EDI.

The new system will provide the filer with the capability to file delinquent and/or corrected reports for Jan 1993 through the current production month.

b. New format encourages EDI filing.

The new delimited format will allow filers with minimum computing ability to file EDI. Anyone using a spreadsheet to compile production data will be able to export the file to an acceptable format for EDI.

c. Elimination of the requirement to submit a test file.

The PR application will validate the format of each file submitted. Any file not meeting the formatting requirements will be rejected as a whole. Since this check will be performed each time a file is submitted, the necessity to submit and receive a certification of formatting is redundant and therefore eliminated. However, the Commission will provide a mechanism for filers to upload a test file for those who wish to validate that their format is correct. Filers utilizing a media other than FTP may also submit a test file to the Commission if they wish.

d. Changes to acceptable filing media.

With the effective date of the implementation (Feb. 11, 2005) the Commission will accept EDI filings for PR reports on two types of media: Secure file upload ( and CD.

Tape cartridges and diskettes will no longer be accepted for PR reports. This change applies only to PR EDI filings at this time.

Note: The term "FTP" was initially used to describe the current and "new" EDI filing procedures. A more accurate name for the process would be "Secure File Upload", that is, a system where a user logs in and uploads a file to submit electronically to the RRC. "Secure File Upload" is now the term used to describe the PR EDI system. This is not a change in functionality.

3. On-line:

- a. Capability to file any PR report over the internet for any month from Jan 1993 through the current production month.

Enter the report data directly into the Commission's on-line form. Once submitted the report is received and processed immediately by the Commission.

- b. Provide a hardcopy for records.

For the filer who wishes to maintain a hardcopy file of the data they submitted, the on-line application will provide them with the option to print a paper copy of the data so they can retain it in their files.

**Security issues and concerns:**

An organization (P5 operator or third-party consultant/vendor) must file a Security Administrator Designation (SAD) form with the Commission as a requirement for filing on-line and/or EDI. An account is created for the person named on the form with the role of security administrator for the organization. This security administrator, in turn, can assign roles and privileges to employees of the organization authorizing them to file RRC forms on-line.

A concern was raised that a corrected report submitted on-line for an original report submitted via EDI could cause the operator's database to be out of sync with the data submitted to the Commission if the new data was not entered correctly into the operator's database. To address this concern, the Commission will create two roles:

1. First a role that allows the user to file original reports, corrected reports and view and download a file of outstanding discrepancies for their organization via the web directly into the commissions application – On-line filing.
2. A second role that only allows for the viewing. This will allow the organization to ensure that all reports submitted to the Commission are generated from their own process while giving the user access to discrepancies to determine what changes need to be submitted.
3. A third role allowing for upload of the EDI files – Secure file upload under the EDI feature.

**Definitions:**

Name	Definition																								
Duplicate filing	<p>Defined as two or more filings for the same lease, for the same month when a “corrected report” indicator is not present for the duplicate filings. “Same lease” is defined as the combination of District + RRC Identifier + commingle Permit (if applicable).                      Example: A May 2003 report for district 01 lease 12343 commingle permit # 0234 could be a duplicate filing. Scenarios are:</p> <table border="1" data-bbox="562 407 1778 760"> <thead> <tr> <th></th> <th>Report Type</th> <th>Submitted by</th> <th>Received by the RRC:</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Both original</td> <td>Same operator</td> <td></td> </tr> <tr> <td>2</td> <td>Both original</td> <td>Different operator</td> <td></td> </tr> <tr> <td>3</td> <td>One original / one corrected</td> <td>Different operator</td> <td>Submitted same day</td> </tr> <tr> <td>4</td> <td>Both corrected</td> <td>Same operator</td> <td>Submitted same day</td> </tr> <tr> <td>5</td> <td>Both corrected</td> <td>Different operator</td> <td>Submitted same day</td> </tr> </tbody> </table> <p>These filings are reviewed by staff to assure the filings are processed correctly. Operators should make every effort possible to not create duplicate filings.</p>		Report Type	Submitted by	Received by the RRC:	1	Both original	Same operator		2	Both original	Different operator		3	One original / one corrected	Different operator	Submitted same day	4	Both corrected	Same operator	Submitted same day	5	Both corrected	Different operator	Submitted same day
	Report Type	Submitted by	Received by the RRC:																						
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4	Both corrected	Same operator	Submitted same day																						
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Lease Total Line	<p>If a lease is authorized to commingle on more than one commingle permit, OR is only partially commingled (where some wells are commingled and some are not) the filer must report the liquid hydrocarbon production and disposition volumes <b>for each permit</b> (and non-permitted volumes where necessary). The “Lease Total” line is denoted by the filer. The liquid volumes reported on the Lease Total line must equal the sum of the comparable volumes reported for each permit. Report the <b>total oil and gas production and disposition</b> volumes for the lease on the Lease Total line; no gas volumes are reported by commingle permit.</p> <p>The total of each column from the associated filings must equal the column total for the Lease Total line. If not a discrepancy exists. (See <a href="#">Multiple Commingle Permits</a> example at the end of the document.)</p> <p>The liquid production volume reported on the lease total line = the sum of the liquid production volumes reported for all commingled and special permits.</p> <p>The volumes for each liquid production disposition on the lease total line = the sum of like liquid dispositions reported for all commingled and special permits.</p>																								

**Specific Discrepancy Rule Validations and Processes:**

The following are some of the validations the Commission will use to validate the PR data filed via EDI. While it is not mandatory for filers to process their data through these rules, any validation done prior to submission to the Commission will lessen the number of discrepancies generated to the filer.

Rule No	Rule	Product Type	Business Rule	RRC Action if Validation Fails	Discrepancy Display Name
PR002	District/Lease - Invalid Combination	All	Dist/Lease does not exist on schedule.	Rejected	Invalid Dist/Lease
PR003	Operator Number - Invalid	All	Must be a valid operator number.	Rejected	Invalid Operator No.
PR005	Duplicate Reports	All	Current month - 2 reports for same Dist/lease.	See Definition above. All duplicates will be forwarded to staff for review.	Duplicate report
PR006	District/Lease – <a href="#">Not on schedule</a> for Cycle	All	Dist/Lease does not exist on schedule for the month/year of the report. Contact the proration analyst.	1) If production is > 0 then report will be forwarded to staff for review.  2) If production is 0 or null the record will be rejected.	Not on schedule for cycle

Rule No	Rule	Product Type	Business Rule	RRC Action if Validation Fails	Discrepancy Display Name
PR007	RRC Identifier Omitted	All	Requires <b>one</b> of the following: 1) Oil lease number (string of 5 digits) 2) Gas well ID number (string of 6 digits) 3) Drilling Permit number (string of 6 numbers) (required on Pending) <b>or</b> 4) API number (string of 8 numbers) (required on Pending)	Rejected	RRC Identifier omitted
PR008	Field Name Required	All	Limit to 32 characters.	Discrepancy notification sent and correction required.	Field name omitted
PR009	Lease Name Required	All	Limit to 32 characters.	Discrepancy notification sent and correction required.	Omitted lease name
PR010	Gas Well Number Required	All	Required if Lease Type = Gas.	Discrepancy notification sent and correction required.	Gas well number omitted
PR011	Gas Well Number Format	All	Limit to 6 characters. Must include at least one numeric character.	Discrepancy notification sent and correction required.	Gas well no. format incorrect
PR015	Commingle Permits - Inactive	All	Lease reported commingle but commingle permit status for this month/year is inactive.	Discrepancy notification sent and correction required.	Inactive commingle pmt
PR016	Commingle Permits - Invalid	All	Invalid commingle permit number.	Discrepancy notification sent and correction required.	Invalid commingle pmt

Rule No	Rule	Product Type	Business Rule	RRC Action if Validation Fails	Discrepancy Display Name
PR017	Commingle Permit - Omitted	All	<p>The lease is listed on an active commingle permit for the month / year of the production report but the filer did not list a permit number on report.</p> <p><b>Exception:</b> Stock on hand for previous month for that lease/permit number combination is = 0 or is null. Filing is allowed but not required.</p>	Discrepancy notification sent and correction required.	Omitted commingle pmt
PR018	Commingle Permit - Gas/Csgd Production on Lease Total Line	All	<p><b>If</b> Lease (oil or gas) is reporting on more than one commingle permit number <b>AND</b> Gas/Csgd &gt;0 on commingled permit line Require Gas/Csgd production to be reported on the "lease total line"</p> <p>See <a href="#">Multiple Commingle Permits</a> example at the end of the document.</p>	Discrepancy notification sent and correction required.	Omitted Lease Total Line-Gas
PR019	Commingle Permits – Reporting but not Authorized	Oil or Cond	Report shows lease on a commingle permit for this cycle but lease number is not listed on permit.	Discrepancy notification sent and correction required.	Not on commingle pmt for cycle

Rule No	Rule	Product Type	Business Rule	RRC Action if Validation Fails	Discrepancy Display Name
PR020	Commingle Permits - Lease Total Line = Permit totals	Oil or Cond	Total amounts of all Oil/Condensate columns for all commingle permits associated with a lease must = Lease Total Line.  See <a href="#">Multiple Commingle Permits</a> example at the end of the document.	Discrepancy notification sent and correction required.	Total pmts not equal to lse total
PR021	Commingle Permits - Corrected	All	Any corrected report for a lease filing commingle requires all information for all permits to be filed.  See <a href="#">Corrected Commingle Permits</a> example at the end of the document.	Discrepancy notification sent and correction required.	Correct all commingle pmts
PR022	Commingle Permit – Out-of - Balance	Oil or Cond	Permit liquid volumes must balance across.  See <a href="#">Multiple Commingle Permits</a> example at the end of the document.	Discrepancy notification sent and correction required.	Commingle pmt out of balance

Rule No	Rule	Product Type	Business Rule	RRC Action if Validation Fails	Discrepancy Display Name
PR023	Commingle Permits – Required Lease Total Line	All	<p>If lease (oil or gas) is reporting on more than one commingle permit number for any one specific month require:</p> <ol style="list-style-type: none"> <li>1) An individual line for each permit number.</li> <li>2) A “lease total” line which will be the combined total liquid production and disposition volumes for the lease.</li> </ol> <p>See <a href="#">Multiple Commingle Permits</a> example at the end of the document.</p>	Discrepancy notification sent and correction required.	<p>Lse on multiple commingle pmts-liquid production</p> <p>See rule PR018</p>
PR024	Commingle Permits - Not Authorized to File Special (9999)	Oil or Cond	Filer is reporting special commingle number 9999 and another valid commingle number but the other valid commingle number has the “All wells commingle” flag is set to Y.	Discrepancy notification sent and correction required.	Not authorized to file Special
PR026	Commingle Permits - Duplicate	Oil or Cond	<p>A report is filed where the lease/commingle permit number combination is reported more than one time.</p> <p>See <a href="#">Duplicate Commingle Permits</a> example at the end of the document.</p>	Rejected	Duplicate commingle pmt

Online filing of Production Reports and new EDI requirements

Rule No	Rule	Product Type	Business Rule	RRC Action if Validation Fails	Discrepancy Display Name
PR027	Whole Numbers	Oil	All volumes > 0 must be whole numbers.	Rejected	Oil - Requires whole numbers
PR028	Whole Numbers	Cond	All volumes > 0 must be whole numbers.	Rejected	Cond - Requires whole numbers
PR029	Code 3 ( <i>Tank cleaning</i> )	Oil	<b>IF</b> Volume is > 0 <b>Then</b> Remark is required	Discrepancy notification sent and correction required.	Oil - Code 3 - R2 facility required
PR030	Code 3 ( <i>Tank cleaning</i> )	Cond	<b>IF</b> Volume is > 0 <b>Then</b> Remark is required	Discrepancy notification sent and correction required.	Cond - Code 3 - R2 facility required
PR031	Code 4 ( <i>Circulating oil</i> )	Oil	<b>IF</b> Volume is > 0 <b>Then</b> Remark is required	Discrepancy notification sent and correction required.	Oil - Code 4 - Movement ltr required
PR032	Code 4 ( <i>Circulating oil</i> )	Cond	<b>IF</b> Volume is > 0 <b>Then</b> Remark is required	Discrepancy notification sent and correction required.	Cond - Code 4 - Movement ltr required
PR033	Code 6 ( <i>Sedimentation</i> )	Oil	<b>IF</b> Volume is > 0 <b>Then</b> Remark is required	Discrepancy notification sent and correction required.	Oil - Code 6 - R2 Facility req.

Online filing of Production Reports and new EDI requirements

Rule No	Rule	Product Type	Business Rule	RRC Action if Validation Fails	Discrepancy Display Name
PR034	Code 6 ( <i>Sedimentation</i> )	Cond	<b>IF</b> Volume is > 0 <b>Then</b> Remark is required	Discrepancy notification sent and correction required.	Cond - Code 6 - R2 Facility req.
PR037	Code 75 ( <i>Other</i> )	Oil	<b>IF</b> Volume is > 0 <b>Then</b> Remark is required	Discrepancy notification sent and correction required.	Oil - Code 75 - Needs explanation
PR038	Code 75 ( <i>Other</i> )	Cond	<b>IF</b> Volume is > 0 <b>Then</b> Remark is required	Discrepancy notification sent and correction required.	Cond - Code 75 - Needs explanation
PR039	Code 8 ( <i>Skim oil</i> )	Oil	Production volume must be >= code 8 volume.	Discrepancy notification sent and correction required.	Oil - Code 8 – Include in prod amt
PR040	Code 8 ( <i>Skim oil</i> )	Cond	Production volume must be >= code 8 volume.	Discrepancy notification sent and correction required.	Cond - Code 8 - Include in prod amt
PR041	Disposition Code - No Volumes	Oil	<b>IF</b> Disposition code is not null <b>THEN</b> Disposition volume must be > 0	Discrepancy notification sent and correction required.	Oil - Disp code but no volume

Rule No	Rule	Product Type	Business Rule	RRC Action if Validation Fails	Discrepancy Display Name
PR042	Disposition Code - No Volumes	Cond	<b>IF</b> Disposition code is not null <b>THEN</b> Disposition volume must be > 0	Discrepancy notification sent and correction required.	Cond- Disp code but no volume
PR043	Disposition Code - Duplicate	Oil	Same disposition code shown twice for the same product.	Discrepancy notification sent and correction required.	Oil - Duplicate disposition code
PR044	Disposition Code - Duplicate	Cond	Same disposition code shown twice for the same product.	Discrepancy notification sent and correction required.	Cond - Duplicate disposition code
PR045	Disposition Code - Invalid	Oil	The disposition code entered must be a valid code.	Discrepancy notification sent and correction required.	Oil - Invalid disposition code
PR046	Disposition Code - Invalid	Cond	The disposition code entered must be a valid code.	Discrepancy notification sent and correction required.	Cond - Invalid disposition code
PR049	Disposition Code - Null	Oil	<b>IF</b> Disposition volume is >0 <b>THEN</b> Disposition code cannot be null	Discrepancy notification sent and correction required.	Oil - Omitted disposition code
PR050	Disposition Code - Null	Cond	<b>IF</b> Disposition volume is >0 <b>THEN</b> Disposition code cannot be null	Discrepancy notification sent and correction required.	Cond - Omitted disposition code

Rule No	Rule	Product Type	Business Rule	RRC Action if Validation Fails	Discrepancy Display Name
PR051	Out of balance - Oil	Oil	<p>For each report filed the system should validate that the stock balances with the prior month AND with the following month (where applicable). IF either does not balance a discrepancy is generated.</p> <p>Example: A late or corrected Jan 02 report is filed:</p> <ul style="list-style-type: none"> <li>• It must balance with Dec 01</li> <li>• It must balance with Feb 02</li> </ul>	Discrepancy notification sent and correction required.	Oil - Out of Balance
PR052	Out of balance - Cond	Cond	<p>For each report filed the system should validate that the stock balances with the prior month AND with the following month (where applicable). IF either does not balance a discrepancy is generated.</p> <p>Example: A late or corrected Jan 02 report is filed:</p> <ul style="list-style-type: none"> <li>• It must balance with Dec 01</li> <li>• It must balance with Feb 02</li> </ul>	Discrepancy notification sent and correction required.	Cond - Out of Balance

Rule No	Rule	Product Type	Business Rule	RRC Action if Validation Fails	Discrepancy Display Name
PR057	Code 2 ( <i>Tank car or barge</i> )	Oil	District must = 02, 03, or 04.	Discrepancy notification sent and correction required.	Oil - Code 2 - Invalid district
PR058	Code 2 ( <i>Tank car or barge</i> )	Cond	District must = 02, 03, or 04.	Discrepancy notification sent and correction required.	Cond - Code 2 - Invalid district
PR064	Code 4 ( <i>Vented/ Flared</i> )	Csgd	<b>IF</b> Volume is > 0 <b>Then</b> Remark is required	Discrepancy notification sent and correction required.	Csgd - Code 4 - Needs explanation
PR065	Code 4 ( <i>Vented/ Flared</i> )	Gas	<b>IF</b> Volume is > 0 <b>Then</b> Remark is required	Discrepancy notification sent and correction required.	Gas - Code 4 - Needs explanation
PR066	Code 7 ( <i>Carbon black</i> )	Csgd	<b>IF</b> Volume is > 0 <b>Then</b> Remark is required	Discrepancy notification sent and correction required.	Csgd - Code 7 - Requires plant name
PR067	Code 7 ( <i>Carbon black</i> )	Gas	<b>IF</b> Volume is > 0 <b>Then</b> Remark is required	Discrepancy notification sent and correction required.	Gas - Code 7 - Requires plant name
PR068	Disposition Code - No Volumes	Csgd	<b>IF</b> Disposition code is not null <b>THEN</b> Disposition volume must be > 0	Discrepancy notification sent and correction required.	Csgd- Disp code but no volume

Rule No	Rule	Product Type	Business Rule	RRC Action if Validation Fails	Discrepancy Display Name
PR069	Disposition Code - No Volumes	Gas	<b>IF</b> Disposition code is not null <b>THEN</b> Disposition volume must be > 0	Discrepancy notification sent and correction required.	Gas- Disp code but no volume
PR070	Disposition Code - Duplicate	Csgd	Same disposition code shown twice for the same product.	Discrepancy notification sent and correction required.	Csgd - Duplicate disposition code
PR071	Disposition Code - Duplicate	Gas	Same disposition code shown twice for the same product.	Discrepancy notification sent and correction required.	Gas - Duplicate disposition code
PR072	Disposition Code - Invalid	Csgd	The disposition code entered must be a valid code.	Discrepancy notification sent and correction required.	Csgd - Invalid disposition code
PR073	Disposition Code - Invalid	Gas	The disposition code entered must be a valid code.	Discrepancy notification sent and correction required.	Gas - Invalid disposition code
PR076	Disposition Code - Null	Csgd	<b>IF</b> Disposition volume is >0 <b>THEN</b> Disposition code cannot be null	Discrepancy notification sent and correction required.	Csgd - Omitted disposition code
PR077	Disposition Code - Null	Gas	<b>IF</b> Disposition volume is >0 <b>THEN</b> Disposition code cannot be null	Discrepancy notification sent and correction required.	Gas - Omitted disposition code
PR078	Out of balance - Csgd	Csgd	Use <a href="#">Out of Balance – Gas formula</a>	Discrepancy notification sent and correction required.	Csgd - Out of Balance
PR079	Out of balance - Gas	Gas	Use <a href="#">Out of Balance – Gas formula</a>	Discrepancy notification sent and correction required.	Gas - Out of Balance

## Online filing of Production Reports and new EDI requirements

Rule No	Rule	Product Type	Business Rule	RRC Action if Validation Fails	Discrepancy Display Name
PR084	Whole Numbers	Csgd	All volumes > 0 must be whole numbers.	Rejected	Csgd - Requires whole numbers
PR085	Whole Numbers	Gas	All volumes > 0 must be whole numbers.	Rejected	Gas - Requires whole numbers
PR090	Filer is authorized to file electronically	All	<b>IF</b> filing is submitted electronically <b>THEN</b> filer is must be authorized (authorization comes via the SAD)	Rejected  If the filing is via EDI the entire file will be rejected if the agent listed is not authorized.	Not Auth. to file electronically
PR092	Multiple RRC Identifiers	All	<b>Applies to EDI only</b> Only one RRC Identifier is permissible per record: 1) Oil Lease Number/Gas ID, <b>OR</b> ; 2) Drilling Permit Number, <b>OR</b> ; 3) API Number	Rejected	Multiple RRC Identifiers
PR093	EDI Cycle format	All	<b>Applies to EDI only</b> The Cycle format = YYYYMM	Rejected	Invalid Cycle format
PR094	EDI Valid Cycle	All	<b>Applies to EDI only</b> The Cycle must represent a valid Year/Month for which the commission is accepting production reports.	Rejected	Incorrect Cycle

Rule No	Rule	Product Type	Business Rule	RRC Action if Validation Fails	Discrepancy Display Name
PR096	Corrected reports require an original	All	If a corrected report is submitted a report must already exist for that production cycle for hat specific lease	Rejected	Correction rejected - file original

**Filing EDI:**

Several changes have been made to the requirements for filing production records via EDI.

- 1) The file will now be a delimited format. Either of two delimiters are allowed – a tab (tab) and a right curly bracket } (rcb). (Only one delimiter type per file.)
- 2) Production reports may be filed for all months.
  - a) Current month reports should not be combined with late and corrected reports.
  - b) Late and/or corrected reports may be submitted in the same file.
  - c) Oil leases, Gas Wells, and Pending reports may be combined in the same file.
  - d) The Commission will accept early filings if the date of the submission is after the last day of the cycle submitted. Example: March 2004 reports are due to the Commission by the last day of April 2004. However, filings for March 2004 will be accepted as early as April 1, 2004.
- 3) Permission to file electronically must be obtained from the commission via a SAD (Security Administrator Designation) form. Contact the P-5 department for more information.
- 4) The requirement for testing a file format prior to certification has been eliminated. The only requirement will be authorization given by a Security Administrator for the organization submitting the report.
- 5) Leases producing but not yet having a lease number/gas ID number assigned should be submitted using the Drilling Permit number under which the work is authorized. In the case of a reclass/field transfer (where no drilling permit is needed) use the API number.

Online filing of Production Reports and new EDI requirements

**Record layouts:****Identifying Record Layout.**

Each file submitted to the RRC for EDI processing must have an Identifying Record as the first record in the file. The processing of this record includes the validation that the Agent userID is authorized to file electronically. (Business Rule PR090). Authorization may be obtained by an operator or third-party vendor by submitting the Security Administrator Designation form (SAD) to the Commission P-5 department.

Order	Req.	Max Length	Data Item	Data Type	Definition
1	Y	3	Delimiter		Used to delimit file. Values are: 1) <b>tab</b> (a tab) 2) <b>rcb</b> (right curly bracket - )
2	Y	9	Agent userID	varchar2	User ID assigned by the RRC to the filer.
3	Y	50	Agent name	varchar2	Name of the filer submitting the file.
4	Y	50	Agent e-mail address	varchar2	Email address for the agent filing the records. Will be used to contact the agent and should be valid.
5	Y	10	Agent phone number	varchar2	Phone number for the filer. Will be used to contact the filer in some circumstances.
6	Y		Record Count	integer	Number of PR records in the file. Does not include the Identifying Record.
7	Y	1	Current Production Month	char	Y/N A value of Y indicates all records in the file are for the current production month cycle. A value of N indicates that all records in the file are either corrected or reflect the production and disposition from a previous month.

**PR Record Layout:**

\* Denotes Required in some circumstances. See Definition for specifics.

Order	Req.	Max Length	Data Item	Data Type	Definition
1	Y	3	Report Type	varchar2	Must be 'PR '. Will appear at the beginning of each separate production report. Serves to identify the type of report and the beginning of each record.
2	Y	20	Record Unique	varchar2	Unique identifier for the record in the file. This number will be used on the Rejected Records report to aid the filer in identifying any record that was not processed based on a violation of a business rule. It may simply be a number assigned on a one-up basis or a unique identifier used by the filer to identify the property in their system. It does not have to be the same each month for a specific lease. The RRC will not validate the uniqueness. However, any discrepancies will include this number as identifying information. Two or more records with the same number will preclude the filer utilizing this as an aid to identification.
3	Y	6	Operator Number	varchar2	The operator number assigned to the filing operator by the RRC.
4	Y	2	District	varchar2	Must be one of the following: 01, 02, 03, 04, 05, 06, 6E, 7B, 7C, 08, 8A, 09, 10. Leases in district 6E will be rejected if filed in district 06.
5	Y	1	Lease Type	char	Must be O (Oil lease), G (Gas well), P (Pending)
6	*	6	Oil Lease Number/Gas ID	varchar2	String of 5 numbers if Lease Type = O String of 6 numbers if Lease Type = G Null if Lease Type = P
7	*	6	Drilling Permit Number	varchar2	String of 6 numbers. Required if the Oil Lease Number / Gas ID is not assigned. A Drilling Permit number must be used except in the case of reclasses or field transfers where no drilling work was performed and therefore a drilling permit was not required.

Order	Req.	Max Length	Data Item	Data Type	Definition
8	*	8	API Number	varchar2	String of 8 numbers. Required if the Oil Lease Number / Gas ID is not assigned and a Drilling Permit number was not required (reclasses, field transfers, etc).
9		1	Corrected Report	char	Y/N Set to Y if this is a corrected report. Corrected report is defined as any report filed where at least one other report for the same lease and cycle has previously been submitted.
10		1	Lease Total Line	char	Y/N Signifies that the lease is commingled under multiple commingle permits. This record contains the total volumes for each column reported under each of the commingle permits. In addition, the total casinghead or gas well gas production for the lease is reported here. The total of all oil/condensate volumes by commingle permit must equal the lease total volume line.
11	*	4	Commingle Permit Number	varchar2	If the liquid hydrocarbon production from the lease is commingled on the surface with another oil lease and/or gas well, enter the commingling permit number here. For situations that require the entry "SPEC" in the commingle column, enter 9999 as the commingle permit number. For a detailed explanation on how to report commingling, see Form Procedures starting on page IV-6 and the back of Form PR. May include leading zeros. An explanation is required if the volume >0.
12		50	Commingle Permit One-time Use Remark	varchar2	If the Commingle number entered is 9292 the filer must enter an explanation why they are commingling this one time.
13	Y	6	Cycle Date	integer	Must be YYYYMM The date the production volume information is for in year, month order.
14		9	Gas Formation Production	integer	The amount of casinghead gas/gas well gas produced during the month in MCF.
15		9	Gas Disp Code 1 - Lse Fld Fuel System	integer	Lease and field fuel systems in MCF. It indicates casinghead gas/gas well gas used or given to others for field operations, lease drilling fuel, compressor fuel, etc.

Online filing of Production Reports and new EDI requirements

Order	Req.	Max Length	Data Item	Data Type	Definition
16		9	Gas Disp Code 2 - Transmission Line	integer	The casinghead gas/gas well gas used for industrial purposes, irrigation or refinery fuel, etc., as well as gas delivered through transmission lines. The figure is in MCF.
17		9	Gas Disp Code 3 - Processing Plant	integer	The casinghead gas/gas well gas in MCF delivered to a gas processing plant or facility.
18		9	Gas Disp Code 4 - Vented or Flared	integer	The lease volume of casinghead gas/gas well gas in MCF vented or flared. Requires an associated Gas Disp Code 4 - Vented Flared Remark.
19	*	20	Gas Disp Code 4 - Vented Flared Remark	varchar2	Must not be null if Gas Disp Code 4 - Vented or Flared volume >0. Should be either the flare/vent permit information or explanation.
20		9	Gas Disp Code 5 - Gas Lift	integer	The volume of gas in MCF used, given, or sold for gas lift. It does not include gas delivered to pressure maintenance or processing plants, even though the gas may be utilized for gas lift.
21		9	Gas Disp Code 6 - Pressure Maint	integer	Repressure and pressure maintenance in MCF. Indicates the gas delivered to a system that does not extract hydrocarbon liquids.
22		9	Gas Disp Code 7 - Carbon Black	integer	The amount of gas in MCF delivered to a gas carbon black plant. Requires a Gas Disp Code7 - Carbon Black.
23	*	50	Gas Disp Code 7 - Carbon Black Plant Name	varchar2	Must not be null if Gas Disp Code 7 - Carbon Black >0. Should be the actual plant name to which the gas was delivered.
24		9	Gas Disp Code 8 - Underground Storage	integer	The volume of gas in MCF actually delivered into the storage reservoir.
25		7	Liq Production	integer	The amount of oil/condensate produced on the lease during the month in whole barrels.
26		7	Liq Disp Code 0 - Pipeline	integer	The direct removal of oil/condensate by an authorized pipeline gatherer in whole barrels.

Order	Req.	Max Length	Data Item	Data Type	Definition
27		7	Liq Disp Code 1 - Truck	integer	The direct removal of oil/condensate by an authorized truck gatherer in whole barrels.
28		7	Liq Disp Code 2 - Tank Car or Barge	integer	The direct removal of oil/condensate by an authorized tank car or barge gatherer in whole barrels.
29		7	Liq Disp Code 3 - Net Tank Cleaning	integer	An adjustment to and/or lease use of production already measured by the operator. Specifically, net oil is a volume that is extracted by a professional tank cleaning service. The figure is in whole barrels.
30	*	50	Liq Disp Code 3 - Net Tank Cleaning Remark	varchar2	Must not be null if Liq Disp Code 3 - Net Tank Cleaning >0. Should indicate the name of tank service and/or name of R-2 facility.
31		7	Liq Disp Code 4 - Circulating	integer	Original movement off the lease. The operator of the well has measured and released the stated volume to the operator of another well for use as frac liquid on the second lease. The figure is in whole barrels.
32	*	50	Liq Disp Code 4 - Circulating Remark	varchar2	Must not be null if Liq Disp Circulating >0. Should indicate the identifying information of lease where the oil was used.
33		7	Liq Disp Code 5 - Lost	integer	Indicates an adjustment to and/or lease use of production already measured by the well operator (includes loss from fire, leaks, spills, and breaks, as well as theft). File Form H-8 if more than 5 barrels. The figure is in whole barrels.
34		7	Liq Disp Code 6 - Sedimentation	integer	BS&W from commercial tank cleaning. Show net oil/condensate as oil/condensate disposition Code 3.
35	*	50	Liq Disp Code 6 - Sedimentation Remark	varchar2	Must not be null if Liq Disp Code 6 - Sedimentation >0 Enter the name of the tank service and/or R-2 facility. However, if Liq Disp Code 3 - Net Tank Cleaning Remark is not null then no Remark is required here.
36		7	Liq Disp Code 71 - Operator Change	integer	Used to account for a decrease in stock on hand where the new operator finds the ending balance reported for the month prior to the operator change was greater than the actual stock on hand at the time of the take over.

Online filing of Production Reports and new EDI requirements

Order	Req.	Max Length	Data Item	Data Type	Definition
37		7	Liq Disp Code 72 - Road Oil	integer	Used to account for a decrease in stock where the volume reported was used for road oil. Requires a minor permit issued by the appropriate district office.
38		7	Liq Disp Code 73 - Lease Use	integer	Used to account for a decrease in stock where the volume reported was on the lease or another lease for drilling purposes and will not be recovered, example – drilling mud, lubrication of tubing, etc.
39		7	Liq Disp Code 74 - Lost to Formation	integer	Used to account for a decrease in stock where the volume reported was used on the lease for frac, hot oil, etc. and will not be recovered prior to plugging.
40		7	Liq Disp Code 75 - Other	integer	Used to account for a decrease in stock where the material has already been measured as production but the decrease does not fall into any of the specific reasons such as road oil, lease use, etc. A detailed explanation is required in Liq Disp Code 75 - Other Remarks. The figure is in whole barrels.
41	*	50	Liq Disp Code 75 - Other Remarks	varchar2	Must not be null if Liq Disp Code 75 - Other >0. A detailed explanation as to why the stock is being reduced.
42		7	Liq Disp Code 8 - Skim Liquid	integer	Skim oil in whole barrels. Accounts for indirect disposition of production as measured by others (i.e., by allocation). It relates to production that has not been measured by the producer because it left the lease entrained in saltwater going to a saltwater gathering system
43		7	Liq Ending Storage	integer	The amount of oil/condensate in storage on the lease at the end of the month in whole barrels.
44	*	32	Field Name	varchar2	Field name exactly as it appears on RRC proration schedule. Also required for Pending reports.
45	*	32	Lease Name	varchar2	Lease name exactly as it appears on RRC proration schedule. Also required for Pending reports.
46	*	6	Gas Well Number	varchar2	Well number for the gas well for which the volumes reported are associated. Required for Pending reports on gas wells.

**Discrepancy File Layout:**

This on-line feature will not be available in Phase 1.

**Discrepancy Notification for Phase 1:**

For Phase 1 the EDI discrepancy notification will follow a process similar to the current process:

1. Filers will receive an email giving the details of the rejected / dropped records. The format is being improved to allow better readability. The format of the email is:

REPORT FORMAT (This is the current suggested format. There may be slight changes due to technical / programming reasons):

RAILROAD COMMISSION OF TEXAS  
 OUTPUT FROM PRODUCTION REPORTING SYSTEM

File Name: (the uploaded user filename)  
 Upload Time: (time the file was uploaded to Commissions system)

Agent ID: (as contained in the file)  
 Submitter ID: (userId of the user who uploaded the file to commissions system)

Number of records received: (the number of PR records in the file )  
 Number of records processed successfully:  
 Number of records Dropped:

HEADER	Line Number	Record Unique	District	Lease Type	RRC identifier	API / DP No.	Cycle Date	Reason record was dropped	Reason record was dropped
WHAT THE COLUMN CONTAINS	The line number of the record in the file	Unique identifier as provided by the filer –		O (Oil lease), G (Gas well), P (Pending)	Oil Lease number or Gas ID (if supplied by filer)	API number or the Drilling	YYYYMM	Reason for rejection / dropping of record	Reason for rejection / dropping of record

		see <b>PR Record Layout.</b>		(Pending)		permit number (if supplied by filer)			
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2. Discrepancy notification will be via hardcopy letter.

[Document dated 06/21/2004 containing changes proposed for the future phases can be accessed here.](#)